Alberta PRIVATE COLLEGES ACCREDITATION BOARD

102-05854/

Private Colleges Accreditation Board

Annual Report

1 April 2001 - 31 March 2002

PRIVATE COLLEGES ACCREDITATION BOARD

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24 June 2002

Honourable Dr. Lyle Oberg
Minister of Learning
204 Legislature Building
Edmonton, Alberta
T5K 2B6

Dear Dr. Oberg:

On behalf of the Private Colleges Accreditation Board, I have the honour of providing you with the seventeenth Annual Report for the year ending March 2002.

Respectfully,

Dianne K. Kieren

Dianne K. Kieren, PhD, PHEc
Chair

DKK:kjs

1. Introduction

The Private Colleges Accreditation Board (PCAB) was established in 1984 by an amendment to Alberta's *Universities Act*. It is authorized to make recommendations to the Minister of Learning with respect to baccalaureate degrees, other than those in Divinity programs, which may be offered by Alberta private colleges. With the concurrence and support of the Minister of Learning, authority to offer degrees may be granted by Order in Council.

The primary work of the Board is to receive and review applications from private colleges for accreditation of baccalaureate programs, and to conduct periodic evaluations of accredited programs. The Board has established conditions which must be satisfied by a college proposing to offer a degree program so that each approved program meets acceptable academic standards. These conditions include, in part: an appropriate curriculum, a sufficient number of suitably qualified faculty members, an organizational structure designed to support academic programs, appropriate library and learning resources, evidence of continuous improvement, and sufficient financial resources available to support the programs.

Seven private colleges have been authorized to offer degree programs since 1984. Augustana University College, Canadian University College, Concordia University College of Alberta and The King's University College are authorized to offer three-year and four-year Bachelor of Arts and Bachelor of Science programs. North American Baptist College is authorized to offer a three-year and four-year Bachelor of Arts. Canadian Nazarene University College (also known as Nazarene University College) may offer a three-year Bachelor of Arts only. Several of the private colleges have been authorized to offer other degree programs: Canadian University College may offer a four-year Bachelor of Business Administration program; The King's University College may offer four-year Bachelor of Commerce and four-year Bachelor of Music degree programs; both Concordia and King's are authorized to offer two-year Bachelor of Education (after degree) programs in elementary education; Concordia may offer a two-year Bachelor of Environmental Health (after degree) programs; and Augustana may now offer a four-year Bachelor of Management in Business Economics and a Bachelor of Music program. The DeVry Institute of Technology-Calgary may offer the following: Bachelor of Technology in Computer Information Systems, Bachelor of Technology in Electronics Engineering Technology, and Bachelor of Business Operations.

During the reporting year, authority to offer the following degrees was accorded to North American Baptist College for a three-year Bachelor of Arts and a four-year Bachelor of Arts with a major in Religion & Theology.

2. Membership of the Board

The Board consists of thirteen members appointed by the Minister of Learning: a chair, four members of the public, four university academic staff members nominated by the Universities Co-ordinating Council, and four private college academic staff members nominated jointly by their presidents. In addition, the Minister designates an official from his Department to attend meetings in a non-voting capacity. The part-time services of an executive officer, as well as other Secretariat staff are provided to the Board by the Minister.

During the reporting period, the following individuals have served the Board.

Chair

Dianne Kieren

Public Members

Dennis Kadatz
Diane Koenig
Catherine Ryan (to May 2001)
Ivan Bernardo (from May 2001)
Jim Wachowich

University Members

Shamsul Alam
Lynn Bosetti
Alan Davis
Todd Rogers

Private College Members

Karen Bottomley
Robert Bruinsma
Harry Prest
Rick Willie (to November 2001)
David Neale (from November 2001)

Alberta Learning

Jean Sprague

Executive Officer

Marilyn Patton

3. Activities of the Board

Accreditation Process

In April 1998 the Board implemented a revised accreditation process for private colleges applying to offer undergraduate degree programs. The requirement that a private college have a track record of affiliation with an Alberta university was eliminated and replaced by an organizational evaluation.

The accreditation process includes an initial review by the Accreditation Committee to determine if the application is complete and ready for review by the Board. The Board then determines if the application should proceed or not. If everything is in order, the applicant undergoes an organizational evaluation and the Board hires a team of external experts to support the evaluation. The team uses the Board's tool, "Framework for Organizational Evaluation", to assess the college's ability to mount and sustain degree programs. The evaluation looks at the extent to which the college has created sustainable processes within the organization, the extent to which its financial and operational resources are adequate to sustain the learning processes students will experience, and the link between students' experiences and demonstrable needs.

If the Board is satisfied with the organizational evaluation, a second team of evaluators is chosen to review and assess the proposed degree program(s). The team uses the Board's new "Framework for Program Evaluation" tool to assess the proposed programs to ensure that the level of learning achieved is consistent with baccalaureate programming and that the program(s) are comparable in quality to other similar degree programs offered elsewhere. The Board also conducts an on-site visit to the college and meets with college officials.

Based on the outcome of these evaluations, the Board decides whether or not to recommend program approval to the Minister. The Minister may recommend that the Lieutenant Governor in Council issue an Order in Council authorizing the college to offer the accredited degree program.

The 1998 revisions to the accreditation process also included a move to partial self-financing of the Board by recovering the costs of evaluations and assessing an annual continuing accreditation fee and an application fee. As well, the Board requires private colleges to have appropriate financial security for each accredited program before it can be offered.

During the reporting period, the Board completed its review of the accreditation process and adopted a number of refinements. (See Committees below.)

New Applicants

This accreditation process was designed to accommodate a broader range of institutional types and, potentially, a greater diversity of baccalaureate programs. During 2001-2002, the Board reviewed or continued its review of two applications from institutions not authorized to offer a Board-accredited degree program. The application from North American Baptist College (NABC), which moved through the Organizational Evaluation

phase in the previous year and the Program Evaluation stage in the current year, culminated in approval of two degree programs. Orders in Council were signed authorizing NABC to offer the following PCAB-approved degree programs: 3-year Bachelor of Arts, 4-year Bachelor of Arts in Religion & Theology.

In addition, the Board considered an application from a second institution not authorized to offer Board-accredited degree programs. In that case the Board denied the application rather than move it to the Organizational Evaluation stage.

Consideration of Other Program Proposals

In addition to proposals from applicant institutions not authorized to offer a Board-accredited degree program during the year, the Board continued to receive and review new program proposals from colleges that already had authorization to offer specific PCAB-accredited degree programs.

Orders in Council were signed in the reporting period for the following PCAB-approved degree programs:

Augustana University College	4-year Bachelor of Music
Concordia University College of Alberta	4-year Bachelor of Arts in Music
	2-year Bachelor of Environmental Health (After Degree)

During the reporting period, the Board revised its process with respect to adding new concentrations in accredited 3-year Arts and Science programs. Rather than only receiving notification when a new concentration is being proposed, the Board now must approve all new concentrations before they can be offered. Throughout the year, the Board considered proposals for three new concentrations at two private colleges. It also began consideration of two other concentrations.

Periodic Reviews

The *Universities Act* requires that the Board establish procedures for the periodic review of the operations of the private colleges offering accredited programs. Two procedures are employed for this purpose. One is the submission by the college of an Annual Report each November for consideration by the Board. A second procedure is a comprehensive evaluation which occurs after 5 years and 10 years of the time the college was awarded its first degree program.

The comprehensive evaluation has four components: the college's Self-Study, the report of an external evaluation team, the response by the college to that report, and a visit to the college campus by the Board. The Board has completed first comprehensive evaluations of Augustana, Canadian, Concordia and King's. In 2001-2002 Augustana completed its second Comprehensive Evaluation. The following is the schedule for second comprehensive evaluations for the other institutions: King's in 2002-2003, Concordia in 2003-2004 and Canadian in 2004-2005. First comprehensive evaluations for Nazarene, DeVry-Calgary and North American Baptist College will take place in 2005-2006, 2006-2007, and 2007-2008 respectively.

The Board also asks the private colleges with accredited degree programs to submit an Annual Report to the Board each November. Each June the Board reviews its reporting requirements to ensure the information being requested is useful and relevant. (See section on Committees.) These reports are consolidated and examined by the Board with a view to assuring that the quality of the programs remains high. Also included in the consolidated document is a comparative table of basic indicators which is prepared by the Secretariat. (See Table 1, Addendum A.) The 2000-2001 Annual Reports were considered at the December meeting of the Board. Enrolment and graduate statistics drawn from the reports of the colleges are included in this Annual Report as Tables 2 and 3 in Addendum A.

4. *Accreditation Handbook*

The *Accreditation Handbook* documents the Board policies and procedures for dealing with proposals from private colleges seeking to offer accredited undergraduate degree programs.

Because of the work of two of its committees, quite a number of changes to the *Handbook* were adopted during 2001-2002. (See section on Committees.) Members also adopted changes to the *Handbook* with respect to its criteria for recommending to the Minister when a private college should be permitted to use the term "university" (Article 1.11.9). The previously noted change with respect to the treatment of proposals to add a new concentration to an accredited 3-year degree program is found in Article 8.2.

5. Code of Conduct

During this reporting year, the Board approved a revised Code of Conduct for its members and all board evaluators. The Code addresses the participation of Board members and its evaluators in issues that may be perceived as being in a conflict of interest. It is intended to provide guidance for members to ensure all activities of members are carried out in a professional and ethical manner.

6. Board Committees

In addition to the Board's Accreditation Committee, throughout the reporting year the work of two ad-hoc committees was completed. One committee reviewed the accreditation process to determine where it might be fine-tuned, and a second reviewed possible guidelines (templates) for non-Arts and Science degree programs.

As a result of the work of the committee fine-tuning the accreditation process, the Board made changes to the role of the Accreditation Committee and to the minimum waiting periods following negative Board decisions, adopted a required institutional integrity statement that must accompany all applications and program proposals and a common format

to be used by colleges when presenting Curriculum Vitae of faculty and staff, and created a Program Evaluation Framework to be used by its program evaluation teams.

On the recommendation of the committee looking at guidelines for non-Arts and Science degree programs, guidelines have been added to the *Accreditation Handbook* for business, music, technology, and degree after degree programs. In addition, the Board added a description of a baccalaureate degree to Chapter 8 of its *Accreditation Handbook*.

Two new committees were struck at the end of the reporting period. One committee began reviewing annual reporting requirements, given the different types of private colleges that have accredited degree programs. A second committee will review the applications for the public board member position in order to formulate a recommendation for the Minister of Learning.

7. Communication with Presidents

From time to time the Chair and Executive Officer meet with the presidents of the private colleges authorized to offer accredited degree programs. At a meeting in November 2001, discussion began on how best to communicate with presidents given the increased number of private colleges. As a result, the Board has agreed to distribute proposed *Accreditation Handbook* changes to presidents for comment prior to making them effective, to notify them of pertinent agenda items prior to each Board meeting and to provide a summary of meeting outcomes, where appropriate.

8. PCAB's Web Site

As a means of communicating with its stakeholders and members of the public, the Board has developed its presence on the Internet. In addition to providing information about the Board and a list of the programs it has accredited, the site includes the following:

- the *Accreditation Handbook*, *Annual Report* and *Management Plan*, in portable document format (pdf),
- a Checklist and Financial Table for new applicant private colleges,
- a "What's New" page which flags changes to the *Handbook* and any new initiatives and directions,
- links to the Web sites of each private college with accredited degree programs.
- a "Statement of Institutional Integrity" which will be required from institutions submitting applications or program proposals to the Board.

- a "Common Curriculum Vitae" template for information to be included in each CV submitted to the Board.

The address of the Board's Web site is:
http://www.pcab.gov.ab.ca

9. Administration

The Secretariat assists the Chair and the Board in their activities by providing advice on matters of policy, organizing meetings, helping to set meeting agendas, and preparing publications. It also provides information in response to inquiries from various agencies, prospective applicants and members of the public about matters related to private colleges and accreditation. To facilitate their work, the Board's Executive Officer serves as an advisory member on all external evaluation teams.

The last Board's assessment process identified understaffing of the Secretariat as an issue. The Secretariat supports both the Private Colleges Accreditation Board and the Alberta Council on Admissions and Transfer. During the reporting period, a restructuring plan was approved for the Secretariat. Two new management positions were approved, a Manager of Policy and Planning and a Manager of Operations. Additional research and administrative support were also included in this plan. By the end of the reporting period, one of the two managers was in place.

ADDENDUM A

Table 1

BASIC INDICATORS FOR FOUR YEARS
1997-98, 1998-99, 1999-2000 and 2000-01

	Years	Augustana University College	Canadian Nazarene University College[1]	Canadian University College[2]	Concordia University College[3]	The King's University College
STUDENTS						
FLE Students	2000-01	793.62	63.07	384.36	1,131.05	451.71
(in all university-level programs)	1999-00	749.32	N/A	338.78	1,041.05	431.40
	1998-99	707.87	N/A	291.73	981.10	424.16
	1997-98	670.10	N/A	286.32	970.55	415.08
Number of graduates	2000-01	127	13	40	205	127
(PCAB programs)	1999-00	158	N/A	40	231	107
	1998-99	124	N/A	32	199	111
	1997-98	131	N/A	29	156	85
STAFF						
Teaching staff: Number	2000-01	95	15	51	135	87
	1999-00	87	N/A	52	148	88
	1998-99	90	N/A	45	153	75
	1997-98	93	N/A	43	137	76
Teaching staff: FTE	2000-01	58.23	8.8	39.57	85.71	42.11
	1999-00	57.89	N/A	37.38	82.61	37.41
	1998-99	53.98	N/A	36.11	77.47	39.07
	1997-98	59.10	N/A	36.00	78.44	39.40
University-level students/	2000-01	13.63	7.17	9.71	13.20	10.73
FTE teaching staff	1999-00	12.94	N/A	9.06	12.60	11.53
	1998-99	13.11	N/A	8.08	12.66	10.86
	1997-98	11.34	N/A	7.96	12.37	10.54
FINANCIAL DATA						
Excess (deficiency) of revenues	2000-01	$280,267	($150,302)	$438,620	$393,043	($94,794)
	1999-00	$322,165	N/A	($151,493)	($151,761)	($121,399)
	1998-99	$201,069	N/A	($155,733)	($419,840)	$65,067
	1997-98	($345,891)	N/A	($446,617)	($679,026)	($92,239)

Table 1 *continued...*

	Years	Augustana University College	Canadian Nazarene University College[1]	Canadian University College[2]	Concordia University College[3]	The King's University College
FINANCIAL DATA (continued)						
Excess (deficiency) of revenues as a % of	2000-01	3.15%	(10.64%)	5.34%	3.41%	(1.53%)
general operating expenditures	1999-00	3.69%	N/A	(2.06%)	(1.35%)	(2.18%)
	1998-99	2.49%	N/A	(2.14%)	(3.93%)	1.20%
	1997-98	(4.29%)	N/A	(6.63%)	(6.45%)	(1.79%)
General operating expenditures	2000-01	$11,225	$22,393	$21,387	$10,203	$13,732
per FLE university-level student	1999-00	$11,656	N/A	$21,709	$10,832	$12,911
	1998-99	$11,427	N/A	$24,957	$10,877	$12,797
	1997-98	$11,415	N/A	$23,544	$10,858	$12,399
Academic salaries as a % of	2000-01	34.7%	23.0%	19.8%	31.8%	30.9%
general operating expenditures	1999-00	32.3%	N/A	19.1%	30.5%	29.1%
	1998-99	31.6%	N/A	19.0%	31.4%	29.7%
	1997-98	35.2%	N/A	19.8%	30.8%	30.5%
Student services & institutional support	2000-01	30.1%	44.74%	34.1%	25.2%	29.5%
as a % of general operating expenditures	1999-00	29.9%	N/A	33.9%	25.4%	28.7%
	1998-99	27.9%	N/A	33.5%	24.3%	26.4%
	1997-98	27.9%	N/A	33.5%	24.3%	26.4%
Percentage of revenue						
- from student sources	2000-01	38.68%	33.55%	23.91%	46.84%	36.55%
	1999-00	36.61%	N/A	43.96%	47.64%	37.34%
	1998-99	36.08%	N/A	38.42%	45.16%	35.58%
	1997-98	34.83%	N/A	40.70%	42.66%	35.59%
- from Alberta Learning	2000-01	28.47%	N/A	9.70%	33.98%	28.36%
	1999-00	27.65%	N/A	11.57%	36.88%	26.92%
	1998-99	30.01%	N/A	11.85%	38.36%	25.31%
	1997-98	30.12%	N/A	11.34%	37.75%	23.02%
- from gifts and donations	2000-01	4.43%	10.78%	2.59%	3.52%	21.36%
	1999-00	4.36%	N/A	8.98%	3.81%	20.60%
	1998-99	4.67%	N/A	7.13%	4.36%	22.62%
	1997-98	2.91%	N/A	9.63%	6.83%	26.37%

Table 1 *continued...*

	Years	Augustana University College	Canadian Nazarene University College[1]	Canadian University College[2]	Concordia University College[3]	The King's University College
Percentage of revenue (continued)						
- from other government	2000-01	1.20%	0.39%	0.02%	0.03%	0.27%
	1999-00	0.59%	N/A	0.09%	0.04%	0.37%
	1998-99	0.79%	N/A	0.05%	0.07%	0.28%
	1997-98	0.80%	N/A	0.04%	0.17%	0.09%
- from other sources	2000-01	27.22%	55.28%	63.79%	15.62%	13.45%
	1999-00	30.79%	N/A	35.39%	11.64%	14.77%
	1998-99	28.45%	N/A	42.55%	12.06%	16.20%
	1997-98	31.37%	N/A	38.32%	12.62%	14.93%
Alberta Learning revenue per university-level student FLE	2000-01	$4,663	N/A	$3,374	$4,089	$4,413
	1999-00	$4,524	N/A	$3,173	$4,556	$3,956
	1998-99	$4,642	N/A	$3,571	$4,688	$3,749
	1997-98	$4,718	N/A	$3,188	$4,351	$3,242
Full-time Tuition	2000-01	$4,890	$5,430	$7,840	$4,695	$5,425
	1999-00	$4,695	N/A	$7,840	$4,470	$5,208
	1998-99	$4,600	N/A	$7,840	$4,195	$4,845
	1997-98	$4,600	N/A	$7,840	$3,995	$4,590
LIBRARY						
Number of volumes - Print materials	2000-01	96,412	41,119	64,376	73,264	72,720
	1999-00	92,330	N/A	65,824	70,442	71,991
	1998-99	89,001	N/A	64,529	66,491	67,684
	1997-98	84,559	N/A	62,452	61,255	65,940
Number of periodical titles per FLE student	2000-01	2.43	1.1	5.6	2.78	6.5
	1999-00	0.64	N/A	6.7	1.97	3.5
	1998-99	0.62	N/A	4.3	1.47	1.4
	1997-98	0.73	N/A	3.1	0.72	1.44
Direct circulation per FLE student	2000-01	42.4	12.5	35.5	30	61.6
	1999-00	46.1	N/A	40.4	32	66.4
	1998-99	51.04	N/A	42	32	66.4
	1997-98	53.27	N/A	63.7	28	66.2

Table 1 *continued...*

	Years	Augustana University College	Canadian Nazarene University College[1]	Canadian University College[2]	Concordia University College[3]	The King's University College
LIBRARY (continued)						
Volumes of print materials per	2000-01	121.19	520	141.7	58	161
FLE student	1999-00	122.96	N/A	158.3	59	167
	1998-99	117.98	N/A	176	59	160
	1997-98	125.95	N/A	172.4	53	152.6
% of library expenditures	2000-01	33.1%	17.4%	29.8%	37.9%	38.3%
devoted to collections	1999-00	36%	N/A	27.7%	37.6%	33.5%
	1998-99	38.9%	N/A	37.6%	36.7%	37.4%
	1997-98	40.9%	N/A	40.3%	38.4%	37.4%
Library expenditures per	2000-01	$606	$1,251	$840	$589	$876
FLE university-level student	1999-00	$546	N/A	$1,028	$617	$828
	1998-99	$591	N/A	$1,172	$654	$793
	1997-98	$591	N/A	$958	$625	$739
Library expenditures per	2000-01	$8,254	$8,968	$8,155	$7,769	$9,401
FTE teaching staff	1999-00	$7,065	N/A	$9,314	$7,775	$9,552
	1998-99	$7,750	N/A	$9,469	$8,277	$8,609
	1997-98	$6,703	N/A	$7,618	$7,736	$7,786
Library expenditures as a % of	2000-01	3.8%	4.2%	3.0%	5.2%	6.5%
general operating expenditures	1999-00	3.4%	N/A	3.0%	5.2%	6.4%
	1998-99	3.9%	N/A	3.8%	5.4%	5.4%
	1997-98	3.7%	N/A	3.4%	5.4%	5.2%
FLE students per library staff	2000-01	114	32	79.7	127	71.4
	1999-00	112	N/A	75.6	125	68
	1998-99	122.2	N/A	58.2	111	71
	1997-98	115.8	N/A	58.4	114	69.0
% of library expenditures devoted to	2000-01	56.6%	75%	55.8%	56.7%	55.3%
library personnel expenditures	1999-00	56%	N/A	60.1%	54.6%	59%
	1998-99	48.6%	N/A	58.2%	57.6%	55.4%
	1997-98	50.3%	N/A	55.2%	53.8%	52.9%

1. Canadian Nazarene University College was authorized in July 2000 to offer its first degree program. The College began reporting annually to the Board in 2000-01.
2. Prior to the 2000-01 reporting period, Canadian University College's Revenues and Expenses tables did not include amounts for High School or the Masters degree program. Beginning in 2000-01, these amounts were reported under Business Enterprise so that the Revenues and Expenses tables would agree with the College's audited financial statements.
3. Prior to the 2000-01 reporting period, Concordia's Revenues and Expenses tables did not include amounts for High School or Student Association Fees. Beginning in 2000-01, these amounts were reported under Business Enterprise so that the Revenues and Expenses tables would agree with the College's audited financial statements. As well, Concordia changed accounting systems in 2001. Therefore, financial data may not be comparable to that from previous years.

Table 2
2000-2001 Student FLE Enrolments at Alberta Private Colleges with Accredited Programs[1]

PCAB[2] – Approved Degree Programs	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major
BACHELOR OF ARTS										
Adventure Based Counselling					10.84					
Art	20.66									
Behavioral Science			33.84			20.38				
Biology	0.52	0.00							5.80	
Business Administration					13.22				33.92	
Canadian Studies							7.00			
Chemistry	0.70								0.72	
Christian Studies			11.17							
Computing Science	1.80									
Drama	11.63									
Economics	11.37	17.24								
English	31.23	21.47			1.59	5.22	82.10	1.70	30.51	11.65
Environmental Studies										19.14
French	0.10						11.05			
General Studies	26.28	0.57	9.30		25.09					
German										
History	16.53	15.55			7.22		40.40		21.58	
Interdisciplinary Studies	30.03									
Mathematics	2.60									
Modern Languages		6.38								
Music	9.97	17.05	8.76		1.31	9.72	25.05		12.27	3.98
Outward Pursuits					10.56					
Philosophy	7.10						8.60		6.94	
Physical Education	47.39	48.60								
Political Economy							15.35			
Political Studies	18.42									
Psychology	25.08	52.01			20.59		182.00	35.30	47.35	47.79
Religious Studies	3.00				3.34	48.53	22.55	0.00		
Social Science									33.45	
Sociology	15.32	18.92					80.80		13.66	
Undeclared	54.61						112.40		3.37	

Table 2 *continued...*

PCAB[2] – Approved Degree Programs	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major
BACHELOR OF SCIENCE										
Art	0.00									
Biology	35.19	48.96			23.31	44.13	57.65	0.50	26.53	4.73
Chemistry	11.05						50.75	1.80	12.69	5.52
Computing Science	44.64	20.00								13.86
Drama	0.00									
Economics	0.00	0.53								
English	0.00									
Environmental Sci/Stds		1.20					21.50			29.57
General Studies	4.46				15.47					
History	0.00									
Interdisciplinary Studies	18.36									
Mathematics	5.02						32.40	0.00		
Music	0.00									
Philosophy	0.00									
Physical Education	5.53	17.45								
Political Studies	0.00									
Psychology	2.63	14.52								
Religious Studies	0.00									
Sociology	0.00									
Undeclared	21.65						86.40		2.90	
BACHELOR OF BUSINESS ADMIN.						15.75				
BACHELOR OF EDUCATION										
Elementary Education								127.10		44.69

Table 2 *continued...*

PCAB[2] – Approved Degree Programs	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major	3-Year Concentration	4-Year Major
Total Degree Students	784.62		63.07		276.29		1,003.30		451.71	
Unclassified Students							91.85			
Other University-Level Programs	9.00				108.07		27.80			
Totals by Institution	793.62		63.07		384.36		1,131.05		451.71	

[1] No entry means that the College is not authorized to offer the program. An entry of 0 means there were no enrolments in the accredited program.

[2] Private Colleges Accreditation Board

Table 3
2000-2001 Degree Graduates at Alberta
Private Colleges with Accredited Programs

	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concentr ation	Past Year	Major/ Concentr ation	Past Year
BACHELOR OF ARTS (3-Year)										
Adventure Based Counselling					3	1				
Art	4	2								
Behavioral Science			9							
Biology									0	1
Business Admin					2	1			9	6
Canadian Studies							2	1		
Chemistry	0	1								
Chemistry/Interdis Stds	0	1								
Christian Studies			0							
Drama	3	6								
Economics	1	2								
Economics/Philosophy										
Economics/Pol Stds										
English	9	8			2	3	15	16	6	4
English/Drama	0	1								
English/Philosophy	0	1								
English/Rel Stds	1	0						0		
French	0	0					6	5		
French/Drama/Philosophy	0	1								
French/Psychology							0	1		
General Studies			2		2	5				

Table 3 *continued...*

	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concentration	Past Year	Major/ Concentration	Past Year
BACHELOR OF ARTS (3-Year) *continued...*										
History	3	4			1	6	11	16	12	5
History/Philosophy	1	0								
History/Sociology	0	0								
Interdisciplinary Stds	1	3								
Mathematics	2	1								
Music	4	9	2		1	2	1	7	4	10
Music/English							0	1		
Music/Rel Stds							0	1		
Outward Pursuits					3	2				
Philosophy	0	3					1	4	4	3
Philosophy/Interdis Stds	0	1								
Physical Education	12	11								
Phys Ed/History	0	1								
Phys Ed/Sociology										
Political Economy							3	3		
Political Studies	4	5								
Political Stds/History										
Political Stds/Interdis Stds	0	1								
Psychology	4	9			1	3	35	31	12	15
Psychology/English	0	1					1	1		
Psych/Interdis Stds										
Psychology/Religious Stds							0	1		
Religious Studies	3	1			1	2	3	10		
Rel Stds/Interdis Stds										

Table 3 *continued...*

	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concentr ation	Past Year	Major/ Concentr ation	Past Year
BACHELOR OF ARTS (3-Year) *continued...*										
Social Science									12	14
Sociology	6	6					16	27	1	3
Sociology/Psychology							2	2		
BACHELOR OF ARTS (4-Year)										
Behavioral Science					1	0				
Economics	2	4								
English	5	4			0	0	1	1	1	0
Environmental Studies									3	1
History	2	4								
Mod Lang/Phys Ed	0	1								
Music	5	5			1	0			3	0
Physical Education	3	10								
Psychology	10	10					24	18	18	8
Psychology/Sociology	1	1								
Religious Studies		1			6	6	0	1		
Sociology	5	2								
TOTAL ARTS	95	121	13		24	31	122	147	85	70
BACHELOR OF SCIENCE (3-Year)										
Biology	5	5			5	2	5	6	8	9
Biology/Chemistry	1	0								
Biology/Interdis Stds	1	1								
Biology/Phys Ed										

Table 3 *continued...*

	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concentration	Past Year	Major/ Concentration	Past Year
BACHELOR OF SCIENCE (3-Year) *continued...*										
Chemistry	1	3					6	8	3	4
Chemistry/Biology/Art	0	1								
Chemistry/Phys Ed	1	0								
Computing Science	6	7								
Comp Sc/Economics	1	1								
Comp Sc/Math	2	1								
Comp Sc/Philosophy	1	0								
Environmental Science							5	6		
General Studies					1	1				
Interdisciplinary Studies	1	1								
Mathematics	0	1					6	3		
Mathematics/Chemistry								1		
Physics/Math	0	1								
Psych/Math/Comp Sci	1	0								
BACHELOR OF SCIENCE (4-Year)										
Biology	9	13			5	5	0	0		
Chemistry							3	1	1	0
Environmental Studies							0	0	8	8
Psychology	1	2								
TOTAL SCIENCE	32	37			11	7	25	25	20	21

Table 3 *continued...*

	Augustana University College		Canadian Nazarene University College		Canadian University College		Concordia University College		The King's University College	
	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concen-tration	Past Year	Major/ Concentration	Past Year	Major/ Concentration	Past Year
BACHELOR OF BUSINESS ADMIN (4-Year)										
Business Admin					5	2				
BACHELOR OF EDUCATION (2-Year)										
Elementary							58	59	21	16
Institution Totals 1999-2000	158		N/A		40		231		107	
Institution Totals 2000-2001	127		13		40		205		127	

Addendum B
Publications of the Accreditation Board

Accreditation Handbook, Fourth Edition, February 1998

The *Handbook* documents the basic policies and procedures of the Board for dealing with proposals from private colleges seeking authority to grant degrees. A number of revisions have been incorporated in the document since its publication in 1998. The update version (February 29, 2002) is available on the PCAB web-site.

A Guide for Teams Conducting Comprehensive Evaluations of Accredited Programs, revised following October 1994 review

The guide provides information for external evaluation teams with respect to their role and responsibility when evaluating accredited programs within the framework of the comprehensive evaluation process.

A Guide for Teams Conducting Evaluations of Proposed Programs

The guide provides information for external evaluation teams with respect to their role and responsibility when evaluating proposed programs. It is reviewed before each program evaluation and updated as needed.

A Guide for Teams Conducting Organizational Evaluations

The guide provides information for external evaluation teams with respect to their role and responsibility when conducting organizational evaluations of first-time applicants. The "Framework for Organizational Evaluations" is included. The guide is reviewed before each organizational evaluation and updated as needed.

Instructions and Sample Forms for Annual Reports to the Private Colleges Accreditation Board of the Private Colleges with Accredited Programs, Thirteenth Edition, June 2001

The Board requires that private colleges submit an annual report to the Board each November. This document provides instructions with respect to the format and content of this annual reporting. Each year the instructions are reviewed and amended as needed.

Management Plan, 2001-2006, June 2001

The Plan lists the known activities of the Board during a five-year span.

Private Colleges Accreditation Board: Annual Report

The Board reports annually to the Minister of Learning.

A number of these publications can be downloaded from the Accreditation Board's Web site at <http//www.pcab.gov.ab.ca>.